

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency

Room 3416, 700 West Capitol Avenue

Little Rock, Arkansas 72201

AR NOTICE PM-483

For: FSA Offices

Global Positioning System (GPS) Training

Approved by: State Executive Director



1 Overview

A Background

Recently 32 counties in Districts 2, 3, and 4 received GPS units to support the Service Center's using Geographical Information System (GIS) in the Common Computer Environment (CCE)..

This new technology will allow FSA county offices to reduce workload and improve accuracy of measurement services, disaster assessments, and other compliance activities in the future.

B Purpose

The purpose of this notice is to:

- inform selected county offices that three GPS training meetings have been planned as noted on the attached Exhibit 1.
- provide the scheduled date, time, and location of training meetings
- authorize attendance.

Disposal Date

September 1, 2004

04-20-04

Distribution

FSA Offices

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2 Training Details

A County Office Action

Selected County Offices will receive hands-on instructions and training as follows:

- How to Assemble the GPS Unit
- Basic Introduction to GPS and Setup of GPS Unit
- Basic Introduction to GIS and Arcview
- Outdoor Exercises to Collect Data with the GPS Unit
- GeoSpatial Data Management

Note: Please dress accordingly for outdoor exercises.

Training will begin promptly at 10:00 a.m. and should conclude by 3:00 p.m. each day. Travel is authorized in accordance with the Travel Management Desk Reference guide dated 09/01. No overnight lodging is authorized. Pool travel where possible.

B Selecting Employees

Each county listed on Exhibit 1 of this notice is authorized to send two participants from each county office in any combination. For example: (CED-PT or PT-PT). The CED is encouraged to use the following criteria when making his or her decision in selecting the person(s) to attend such as persons:

- with training skills and ability to train other employees in the office
- that will use GPS and GIS on a regular basis.

District Directors are also authorized to attend.

Persons with disabilities who require accommodations to attend or participate in this meeting should contact Miriam Morehead at 501-301-3015, Federal Relay Service at 1-800-877-8339, or e-mail at Miriam.morehead@ar.usda.gov by May 13, 2004.

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3 Employee Action

The selected participants shall:

- bring the GPS Unit and Backpack with all the components
- bring the PC Data Port Cable (Black Cord)
- bring the MapSource CD
- ensure that the external battery is plugged into an electrical outlet at least 24 hours prior to start of training (**IMPORTANT STEP**)

Note: Laptops and training material will be provided at the training.

Any questions regarding this notice should be directed to the Production Adjustment/Compliance/Payment Limitation Division at 501-301-3007.

Arkansas Notice PM-483**Exhibit 1**

Date and Place	Counties to Attend	
May 19-20, 2004 Ozark, AR Franklin County Service Center Conference Room 2720 W. Commercial Ozark, AR	Benton Carroll Conway Faulkner/Perry Franklin Johnson	Logan Madison Pope Sebastian/Crawford/Scott Washington Yell
May 24-25, 2004 Arkadelphia, AR 4-H Building Clark County Fair Grounds Hwy 67 S Arkadelphia, AR	Bradley/Calhoun Clark Dallas/Cleveland Garland/Montgomery Hempstead/Nevada Hot Spring Howard/Pike	Lafayette/Columbia Little River Miller Ouachita/Union Polk Saline/Grant Sevier
May 26-27, 2004 Batesville, AR Department of Human Services Building Conference Room 100 Weaver Avenue Batesville, AR From intersection of 167/69 or Harrison & St. Louis Sts. Go approx. 3.5 miles east on Harrison to Weaver Ave. to the Independence County DHS Building. Park behind the front building.	Baxter/Marion Boone/Newton Cleburne Fulton Independence Izard Jackson	Searcy Sharp Stone Van Buren White Woodruff

